

**Approved**

**SALEM BOARD OF FINANCE  
REGULAR MEETING MINUTES  
February 10, 2011  
Revised 4/14/2011**

**PRESENT**

T. J. Butcher  
Carole Eckart  
Janet Griggs  
George Householder  
Greg Preston  
Bill Weinschenker

**ABSENT**

Roland Traylor (Alt)  
2 Vacancies (Alt)

B. Weinschenker called the meeting to order at 7:03 PM

**Recognition of Visitors-N/A**

**P. Crisanti informed the BOF that a gentleman from DuPont System is at the BOF meeting to speak on a new shelving unit that will be discussed in the Capital Plan section of the budget. B. Weinschenker suggested that this presentation be done during Dept. #112 time frame.**

**Communications:**

1. Chairman Weinschenker received a report "Dedication to Veterans Past and Present" from P. Crisanti to be considered for the Town Report dedication.

**Additions to Agenda None**

1. **Approve minutes from December 9, 2010 Regular Meeting M/S/C: (Preston/Butcher) to accept the regular meeting minutes as presented.**

**Vote: Approved: Butcher, Griggs, Householder, Preston  
Weinschenker.**

**Abstain: Eckart**

**Motion Carried.**

2. **Treasurers Report (See file copy)**

- M. Ferren, Treasurer reported that tax collections have increased 2% over last year during the same period.
- Overall, total revenue is 79.7% , up from last year's 75.2%
- Mary Ann is working with the Auditor making adjustment for the 2009/2010 fiscal year.
- G. Householder asked M. Ferren about the interest rate on the spreadsheet she handed out. She said there was an error. Chelsea Bank rate of interest is ½% and State Street account is at 1%.

### **3. Public Comments N/A**

### **4. Selectman Report (Handouts included with minutes)**

- First Selectman K. Lyden thanked Public Work Crew and Early Respond Volunteers for a great job they did during the snow storms.
- K. Lyden attended the Unsung Hero award ceremony on January 30<sup>th</sup> at the Gardner Lake Firehouse. There were 200 in attendance, which include State and local Politian's and the food was excellent.
- K. Lyden presented C. Eckart with a certificate from Governor Malloy to honor her for the many hours of volunteer serve to the Town.

### **5. Snow Removal Expense**

- D. Bourdeau informed the BOF that the snow removal line is over spent by \$35,000. This is just for materials. He also stated that one of the plow trucks needed to be repair, which included a radiator and tires. This was a \$10,000 expense. The PW crew salary line is at the max.
- C. Eckart asked about the equipment for spreading sand and salt that was purchased and if it made a difference. D. Bourdeau said this equipment made a difference. The PW Crew very happy with this equipment.
- B. Weinschenker asked if there was an issue with purchasing sand and salt. He was informed that there is a two to three week delay in deliveries.

### **6. SVFCO Purchase of Pumps – \$1200**

- First Selectman reported that the BOS endorsed the purchase of replacement pumps for the two fire departments. He explained that the town received FEMA money for damage pumps used during the storm in March 2010. He explained the formula that was used for reimbursement to the towns for storm related damages. G. Maiorano already purchased the replacement pumps out of his budget. Chairman Weinschenker asked the SVFCO to go back to the BOS and return to the BOF with the line item that this reimbursement should be placed. The line item that was used is 222-54-5499.
- G. Householder asked if there were any expenses for damages created by the March storm that came from the Undesignated Fund in the 2009/2010 budget year. He will check on this.
- B. Weinschenker stated that there was no formal request for funding for these replacement pumps. G. Maiorano will return to the BOF meeting with a formal request.

**M/S/C: (Householder/Butcher) to table the request for reimbursement for replacement pumps.**

**Vote: Approved Unanimously**

## **7. East Lyme Regional Probate Court \$3,735**

Probate expenses are share by four towns. The probate percentage is based on population. Salem share is 8.1%. The Regional Probate office is located in East Lyme. The building that is being used needed some repairs to bring it up to code. The repairs to the court are shared equally by the four towns (25%). See attached for expenses sent to us from the East Lyme Finance Director. There might be an additional expense that will have to be shared equally. This expense would be for a sign. The estimate cost for this is \$2000-\$4000. There is enough money left in this year's budget to cover this cost.

First Selectman Lyden informed the Board members that expenses occurred by the Regional Probate Court will consist of postage/copies/Cleaning service/phone/heat and electricity. Nine hundred dollars has been sent to Niantic Probate which covers the first six months. There is also discussion of purchasing a sign. Nothing has been finalized yet on this subject.

**M/S/C (Griggs/Eckart) to approve \$3735 for dept. 142 (Probate Expense) to be funded by the undesignated funds.**

**Vote: Approved Unanimously**

**8. On Proposed Appropriations for 2011/2012.**

- **A standard motion is include in your packet. The only change would be the word “deduction to reduction” for revision...**
- V. Vesey, Building Official presented the Building Department budget. (Packet included) V. Vesey originally asked for an increase in the budget to purchase a monitor stand and a printer for his department. He decided to wait and see if there would be money in this year’s budget for these items.

**A.) M/S/C (Householder/Preston) to approve Dept. #110. (Building Official) appropriations in the amount of \$2,465, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- P. Crisanti, Town Clerk, presented her budget. She informed the BOF that the Dog Fund Account returned \$5000 to the General Fund. She is looking to purchase shelving units for the vault. Money to purchase this unit will be from \$3000 grant and capital money if approved. Ron Keith from DuPont Systems demonstrated this mobile shelving unit. A handout with details of this unit is included with the minutes.

**B.) M/S/C (Householder/Preston) to approve Dept #112. (Town Clerk) appropriations in the amount of \$17,466, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- C. Eckart asked about the Town Report and how many copies were ordered last year. The Town ordered 125 copies which seemed to be enough.
- G. Household informed the members of the BOF that he is overjoyed with the town’s audit firm choice. B. Weinschenker agreed.
- **C.) M/S/C (Preston/Butcher) to approve Dept. #114. (Treasurer/Auditor/BOF) appropriations in the amount of \$21,850, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- C. Philopena, Tax Collector, presented her budget. She informed the BOF that this will be the last year that she will be able to hold her Budget to a zero percent amount.
- **D.) M/S/C (Eckart/Preston) to approve Dept. #118. (Tax Collector) appropriations in the amount of \$5,580, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- K. Lyden, First Selectman, presented this budget.
- The BOF was informed that Jack Samataro will be returning from medical leave next week.

**E.) M/S/C (Butcher/Householder) to approve Dept. #210. (Security) appropriations in the amount of \$202,400, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- J. Savalle, GLVFC Chief, presented this budget. This line is used for maintenance and purchasing of computers. Remove ladder testing from the description under this budget. Jim would like the work (HYDO) removed from line 220-55-553.
- **G. Householder commented how the department #220 has not increased the budget in 6 years.**

**F.) M/S/C (Preston/Householder) to approve dept. #220. (Gardner Lake Volunteer Fire Co) appropriations in the amount of \$65,180, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- G. Maiorano, SVFCO Chief, presented his budget. This budget is increased due to the repairs needed on the squad truck. Gene past around photos showing the repairs that are needed. The department is also in need of new radios. The Radio Repair line also shows an increase from last year. Chairman Weinschenker suggested that the Chief Maiorano address the BOS about needed repairs in this year's budget.
- **G.) M/S/C (Preston/Griggs) to approve dept #222. (Salem Volunteer Fire Co) appropriations in the amount of \$66,790, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- Jim Savalle presented this budget. He pointed out the Physicals line item has increased. There are 2 careers EMT/Fire fighter. J. Savalle asked that money for uniforms and the physical be moved from this budget to the Town section. D. Bourdeau informed the BOF that this discussion has been an ongoing issue and possibly these expenses be moved to Dept #240. Take out line item for supplies since it is not being used.

**H.) M/S/C (Householder/Eckart) to approve Dept. #230.**

**(Ambulance) appropriations in the amount of \$40,285, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- D. Bourdeau presented this budget. This department has a slight decrease in funds requested. A question was asked about expenses so far this year. D. Bourdeau informed the BOF that the majority of expenses in dept. #240 occur in the spring.

**I.) M/S/C (Butcher/Householder) to approve Dept. #240. (Public Safety) appropriations in the amount of \$61,551, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- **J.) M/S/C (Preston/Butcher) to approve Dept. #910. (Interest Payments) appropriations in the amount of \$31750 for presentation at public hearing.**

**Vote: Approved Unanimously**

- **K.) M/S/C (Householder/Griggs) to approve Dept #920. (Principal Payments) appropriations in the amount of \$200,000 for presentation at public hearing.**

**Vote: Approved Unanimously**

- **L.) #930 Capital Expenditures (See Attachment for items, Amount and Recommendations)**

- **Roadway (Highway) Improvements.**

G. Preston asked if the word HIGHWAY could be replace with ROADWAY since these are town road that are being improved. Repairs have been done to Gardner Lake Hgts. The next road project will be Rattlesnake Rd.

**1. M/S/C (Preston/Butcher) to approve Dept. #930.**

**(Roadway Improvements) appropriations in the amount of \$329,000, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- **Board of Education Capital**

Dan Kung asked the BOF how they would like to approach the capital items that they presented for the 2011/2012 budget year. The members of the Board of Finance had concerns about the Building Committee project that was approved at the Town Meeting and the Capital items requested for replace/repairs by the BOE. A question that was asked by the BOF to D. Kung was if the tile, carpet or doors requesting repair/replacement were anywhere near the improvement by the building project. The concern was that these items could be damaged. The BOF asked if these repairs could be added to the regular maintenance budget. D. Kung will get more information concerning their Capital request. The request for the Traverse Wall should remain in Capital.

**2. M/S/C (Householder/Preston) to approve Dept. #930. (BOE Abatement/Tile replacement) appropriations in the amount of subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

Janet Griggs was not in favor of making a motion for review for deduction since the purchase of the hose was replacement schedule decided previously by the BOF.

**3. M/S/C (Butcher/Eckart) to approve Dept. #930. (SVFCO Gear/Hose) appropriations in the amount of \$21,570, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

G. Preston asked if this truck could be purchased used? Chief Maiorano said it would cost more used because it would have to be mounted with a special chase to hold fire equipment... The price of \$65,500 is complete.

**4. M/S/C (Eckart/Griggs) to approve Dept. #930. (SVFC Service Truck) appropriations in the amount of \$65,500, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

Chief Savalle informed the BOF that the Tanker/Pumper requested will replace a 1989 truck. The purchase of this item has been postponed for many years. This tanker is made to specification, so deliver of such an item takes 1 year.

- 5. M/S/C (Butcher/Preston) to approve Dept. #930. (GLVFC Tanker/Pumper) appropriations in the amount of \$485,000, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Yes (5): Butcher,Eckart,Griggs,Preston,Weinschenker  
No (1): Householder**

- 6. M/S/C (Freiert/Griggs) to approve Dept. #930. (SVFCO SCBA) appropriations in the amount of \$46,578, for presentation at public hearing.**

S. Spang said that the parking lot is designed presents a liability for the town. Right now, if anyone wants to purchase items from the snack stand they would have to walk through the parking lot. Moving the stand would not be economical. The design, which was submitted by the town engineer, will have angle parking spaces and the traffic pattern will be one way. The original request was for \$54,588. This was reduced in hopes that PW Crew will do some of the work.

- 7. M/S/C (Griggs/Householder) to approve Dept #930. (Upgrade of Round Hill Road Parking) appropriations in the amount of \$40,000, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

The compactor is on its last leg. It is 18 years old and is requiring many repairs. Recent repair to this item were for \$1859. Its useful life is zero. The mechanic can no longer repair it.

- 8. M/S/C (Butcher/Griggs) to approve Dept. #930. (Transfer Station Compactor) appropriations in the amount of \$35,000, subject to revision at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

- 9. M/S/C (PrestonButcher) to approve Dept. #930. (TOB Parking Lot) appropriations in the amount of \$85,000, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**



Janet Griggs explained that the reason to readdress this item for reduction is because Pat Crisanti might be able fund more of this shelving unit recording filing fees.

**10.M/S/C (Butcher/Griggs) to approve Dept. #930. (Town Clerk Mobile Shelves) appropriations in the amount of \$5,675, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**11.M/S/C (Householder/Griggs) to approve Dept. #930. (PW International Dump Truck Lease) appropriations in the amount of \$29,802, for presentation at public hearing.**

**Vote: Approved Unanimously**

**12. M/S/C (Butcher/Householder) to approve Dept. #930. (PW F-450 w/Plow) appropriations in the amount of \$75,000, subject to review for reduction at the 3/24/2011 BOF meeting for presentation at public hearing.**

**Vote: Approved Unanimously**

**The following were items not endorsed by the BOF:**

SVFC Floor Maintenance	\$3500
SVFC Squad ET Work	\$6323
Parking Lot Forsyth Rd	\$26,000
Laser Fiche	\$19,500

**M. 10 year Plan**

**M/S/C () to Table the 10 Year Capital Plan**

**Vote: Approved Unanimously**

**Adjournment**

**M/S/C (Butcher/Griggs) to adjourn at 10:35 pm.**

**Vote: Approved Unanimously**

**Virginia Casey**

**Recording Secretary**